INSURANCE EXAMINER \$3,425* - \$4,903 FINANCIAL ANALYSIS DIVISION LOS ANGELES (MULTIPLE POSITIONS)

RESPONSIBILITIES:

Under the supervision of a Senior Insurance Examiner (Supervisor), the Insurance Examiner analyzes and evaluates the financial condition of assigned companies to determine their ongoing solvency and continuing compliance with California insurance laws and regulations; performs financial analyses of applications requiring the Commissioner's permit, approval or certification to ascertain financial stability, solvency and compliance with the California Insurance Code, Department rules and regulations. The analyses also include the comprehensive review of the company's operations, and organization structure in accordance with the standard operating procedures of the Financial Analysis Division.

DESIRABLE QUALIFICATIONS:

- Demonstrated accounting knowledge and experience, and the ability to read and interpret financial statements and contracts.
- Possess excellent verbal and written communications skills.
- Ability to work as a team member, be flexible and responsive to various tasks assigned; ability to function in a multi-cultural environment.
- Possess good organizational and problem solving skills.
- Must have working knowledge of the use of stand-alone and/or on line computer system application programs, e.g., Microsoft Excel, Word, Access, etc.

WHO MAY APPLY:

Applications will be accepted from current State employees at the Insurance Examiner level, those within transfer range, or individuals who have list eligibility. Training and Development Assignments may be considered. All interested candidates must submit a completed standard State of California application and a "Statement of Qualifications" in order to be considered for this position. The Statement of Qualifications is a narrative discussion of your education, training, experience, and skills as it relates to the desirable qualifications listed above. The Statement of Qualifications serves as documentation of each candidate's ability to present information clearly and concisely in writing and must be typed and no more than two pages in length.

Resumes do not take the place of the Statement of Qualifications. Applicants who fail to submit the Statement of Qualifications will not be considered.

APPLICATION PROCEDURE:

Send a completed standard State of California application and a "Statement of Qualifications" to Sophia Santiago, Department of Insurance, 300 Capitol Mall, #1300, Sacramento, CA 95814 – Human Resources. Please indicate "Insurance Examiner FAD #413-364-4420-XXX" on the State application. For additional information, please call (916) 492-3310.

All applications will be reviewed; however, only the most qualified candidates will be interviewed. Applicants currently on SROA lists or employed by a surplus department are encouraged to apply. All applicants must clearly indicate the basis of their eligibility (i.e., SROA, surplus, reemployment, reinstatement, transfer, or list eligibility) on the state application.

FINAL FILING DATE: Friday, May 25, 2012 by 5:00 PM, close of business

NOTE: Interested individuals must submit their application by the final filing date in order to be considered for this position.

* Recruitment Hiring-Above-Minimum rate included.

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